

OMB Control No.:0584-NEW
Expiration Date: xx/xx/xxxx

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302 ATTN: PRA (0584-xxxx*). Do not return the completed form to this address.

Appendix E6 State Webinar

Summer Meals Participant Characteristics Study State Webcast <date>



Study Overview—Optimal Solutions Group

Optimal Solutions Group (Optimal)

- Policy research firm located in College Park, MD
- Specialize in policy research focused on health, education, workforce development, social policy, and housing and economic development
- Contracted by USDA/FNS to conduct evaluation of the Summer Meals Programs' participant characteristics

Study Overview—Research Goals

Research Goals

- Ascertain how the summer meals programs operate at the state, sponsor, and site levels.
- Describe participant characteristics and examine the differences and factors that affect participation by sponsors and children across states.

State Survey

- Understand the challenges to finding sponsors, administering training, facilitating outreach efforts, etc.
- Census of ALL states.
- Information will help FNS better serve state agencies in administering summer meals programs.

Study Overview—Methodology

Surveys

- State-level
- Sponsor-level
- Site -level

Interviews

- Parents/caregivers of summer meals participants
- Parents/caregivers of summer meals-eligible non-participants

State Participation—Sponsor List & Administrative Data

2015 Sponsor List

- Formal request via email
- Items needed include:
 - Sponsor Name
 - Sponsor Address
 - Sponsor Phone Number
 - Dates of Operation
 - Identify new or returning sponsor
 - Number of Sites Operated
 - Sponsor Type (school, gov't, non-profit, NYSP, camp)
 - Meals served (breakfast, lunch, snacks)
 - Meal counts by sponsor
- Time sensitive **<date needed by>**
- Memorandum of Understanding (MOU)
- Site list request from sponsors

State Participation—Web Survey

Web Survey

- Email invitation with link to survey
- User-friendly interface
- Responses will—
 - be kept confidential
 - be combined with other states
 - not be reported individually
- Can save progress and complete later
- Telephone follow-ups

State Participation—Web Survey

Summer Food Service Program Participant Characteristics Study State Administrator Survey

ADMINISTRATIVE PROCEDURES

1. What is your agency? (Check one)

- State education agency/department
- State health agency/department
- State human services agency/department
- State agriculture agency/department
- DONT KNOW
- REFUSED
- Other (please specify)

2. Which of the following major tasks does your agency perform in administering the Summer Meals Programs? (Check all that apply)

- Processing applications
- Conducting administrative reviews and monitoring of sponsors and sites
- Conducting annual training activities for sponsors and site personnel
- Providing technical assistance for sponsors and site personnel
- Managing vendors
- Reviewing and processing meal-count claims
- Conducting health, food safety, and sanitation inspections
- Conducting outreach efforts to attract new sponsors
- Conducting outreach efforts to attract new sites
- Conducting outreach efforts to increase the number of children participating
- DONT KNOW
- REFUSED
- Others (please specify)

QUESTIONS

